NAVY PERSONNEL COMMAND

Bureau of Naval Personnel

RESERVE OFFICER PROMOTIONS (PERS-80)

PERS-801

RESERVE OFFICER SELECTION BOARDS

SECNAVINST 1420.1B

CRADLE TO GRAVE

SCOPE OF BRIEF

- RESERVE OFFICER STATUTORY BOARDS

- DOES NOT INCLUDE:
  - ACTIVE BOARDS
  - ADMINISTRATIVE BOARDS
  - APPLICATION BOARDS
  - ENLISTED BOARDS

Five Board Phases

Pre-Board

Prep-Week

Board Week

Call-outs/Approval

Promotion

OFFICER PROMOTION PLAN

- Completed by Promotion Planners in Washington (tied to Active Duty)
- Basis for ZONE ALNAV (December)
- Percentage to Select by Pay Grade and Board
  - (URL, LDO, AMDO, AEDO, INTEL, ETC)

PROMOTION PLAN: THE PROCESS

Promotions are a function of strength by grade based on:

- Legal Limit
  - DOPMA Grade Table - Limits the number of CAPTs, CDRs, & LCDRs based on total officer strength
  - DOPMA Grade Relief - Increased limit on CAPT, CDR, LCDR by 6%
- Vacancies
  - Promotions, Retirements, Separations
- Requirements

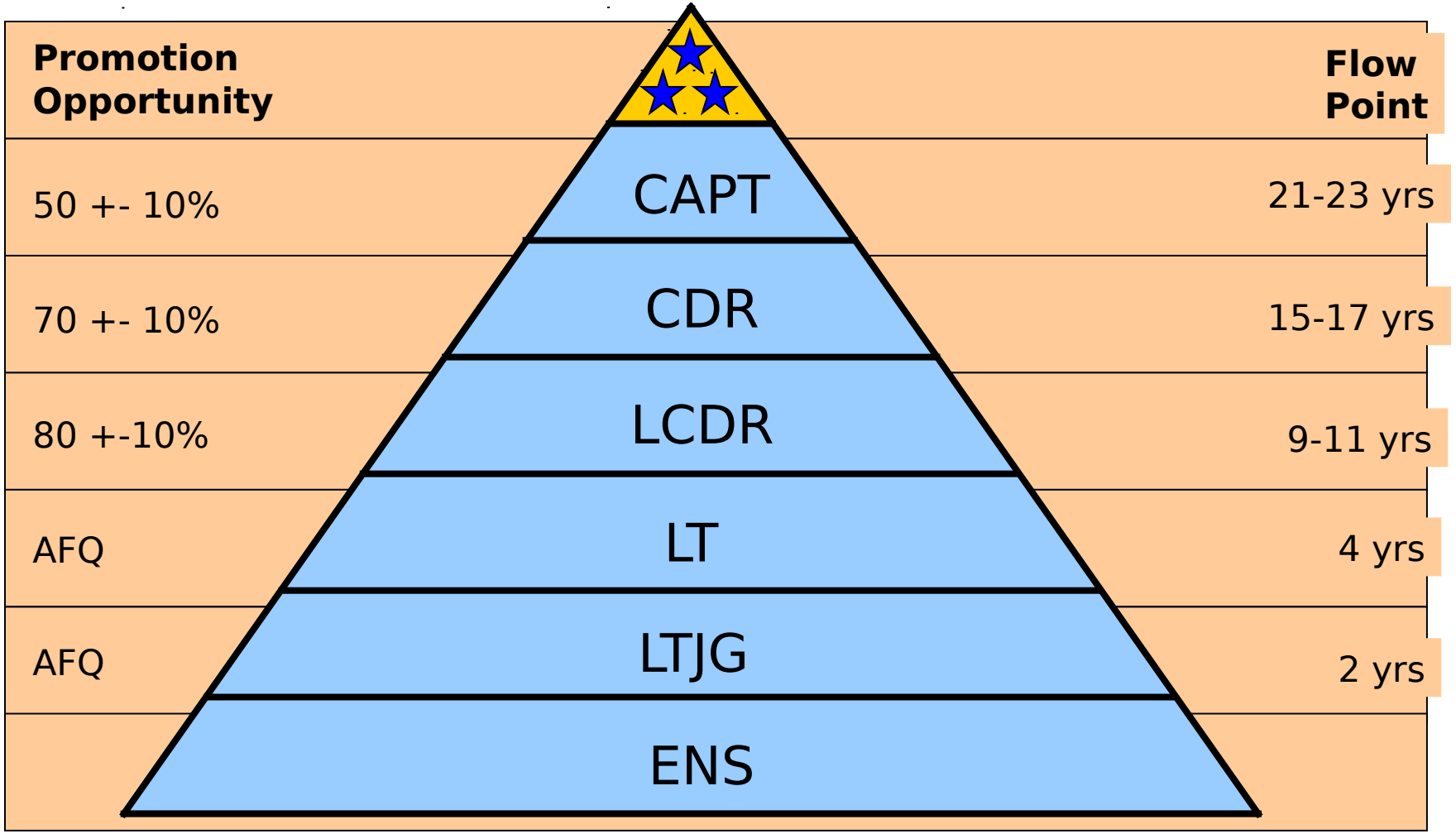
PROMOTION ZONES

- Promotion Zone is the size of the population considered to fill projected openings
  - Composition of the zone is determined by lineal/precedence seniority
  - Independent of Year Group
- Zone size is a function of promotion opportunity
  - Greater opportunity = smaller zone
- Goal (The Law) - provide relatively similar opportunity over a five year period

PROMOTION OPPORTUNITY

- Opportunity: the “chance” of selection (used to determine zone size)
- Selection Rate: Percentage of all officers selected for promotion
  - Includes officers selected from above, in, and below the zone
  - Above zone - No limit
- Flow Point: Average years of service when an officer is promoted (paid) to the next grade

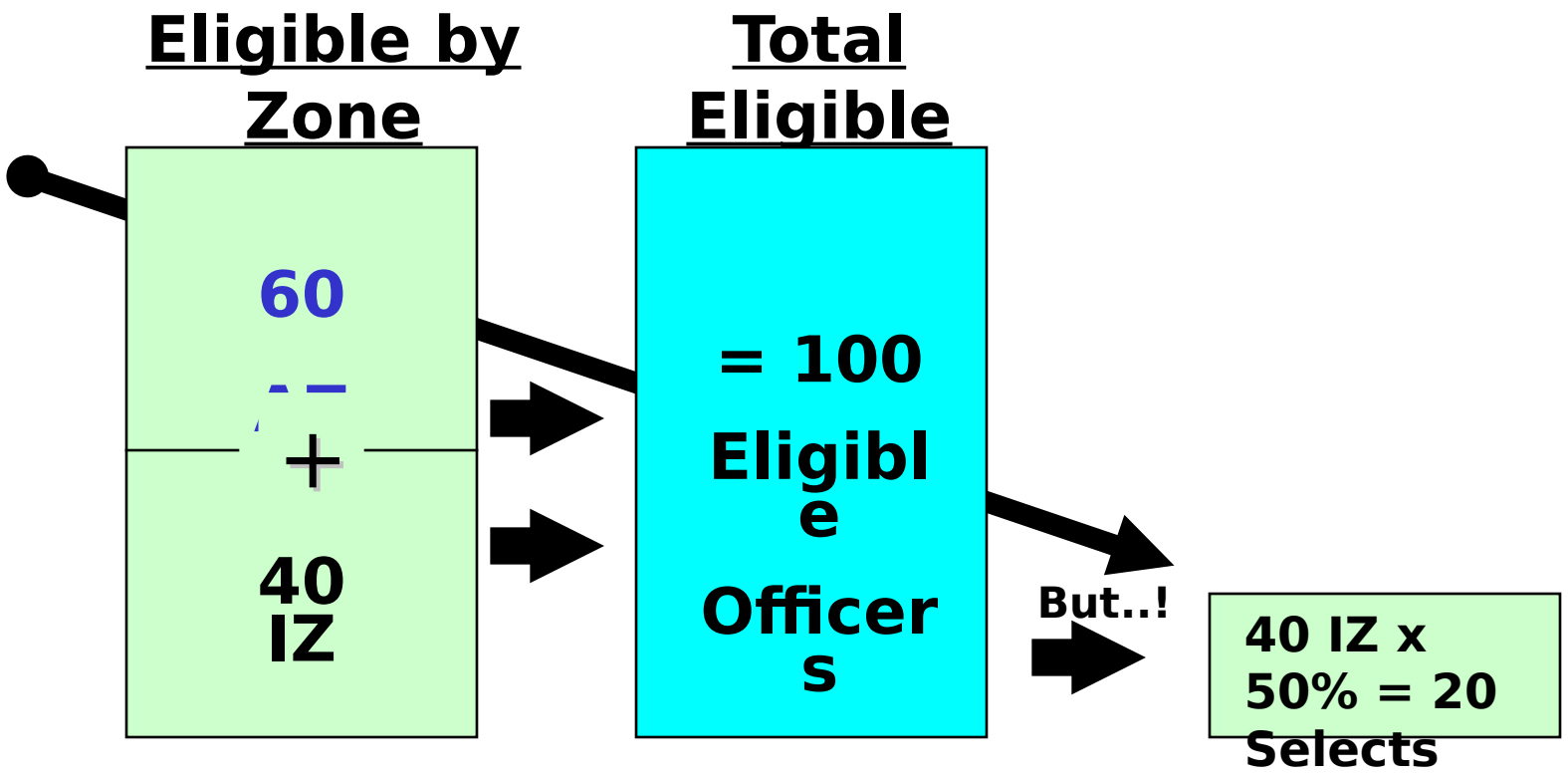
DoD Parameters



PROMOTION ZONE SIZE

- Zones are five year estimates
  - Only the current year zone size is firm
- Why does the zone size change?
  - Changes in requirements and vacancies
  - Estimating losses is a challenge
  - Change in total number of officers allowed by grade (DOPMA grade relief)
  - Meeting the goal/law of “relatively similar opportunity” over a five year period

Promotion Opportunity



PRE- BOARD

- Verify Eligibility
  - Constantly changing
- Computer Continuity Check of Regular FITREPs
- PRECEPT routed to SECNAV’s office
- Membership / Assistant Recorders
  - Volunteer through Chain of Command

PRECEPT

- Membership, Date, and Location
- Selection Standard
- Authorized Percentage to Select
- Show Cause Determination
- General Procedural Guidance
- Skills Guidance
- Equal Opportunity
- Board Reports
- Oaths

Skill Guidance Sample

- There are shortages in the number of officers needed to meet Limited Duty Officer (Line) requirements in the categories of Surface Engineering (613X), Submarine Communications (629X), and Aviation Maintenance (633X). The board should give appropriate consideration to officers with these skills when selecting officers best and fully qualified to meet the needs of the Navy.

BOARD COMPOSITION
SECNAVINST 1401.3B

- Unrestricted Line
  - 7 AVIATORS 1315/7 or 1325/7 (min. 1 NFO)
  - 4 SURFACE 1115/7
  - 1 1135/7 and 1 1145/7
  - 2 SUBMARINE 1125/1127
  - 2 FLEET SUPPORT 1105/1107
  - MINORITY / FEMALE REPS
  - ACTIVE DUTY REP

BOARD COMPOSITION

- Restricted Line
  - Min 1 from each RL community
  - Min 1 Surface, 1 Submarine, 1 Aviation
  - Minority, Female, Active Duty

- LDO
  - Min 1 LDO
  - Min 1 Surface, 1 Submarine, 1 Aviation
  - Minority, Female, Active Duty

BOARD COMPOSITION

- CWO 3 & 4 (7 Members Total):
  - Min 4 URL (1 each from Surface, Aviation, Submarine, FSO)
  - 2 at large from the following list: URL, Supply, CEC, or LDO (who was a former CWO)
  - 1 CWO 4
  - Minority & Female Reps

BOARD COMPOSITION

- STAFF CORPS
  - (Medical (210X), Dental (220X), MSC (230X), JAG (250X), Nurse (290X), Supply (310X), Chaplain (410X), CEC (510X), LDO (65XX)).
  - 4 STAFF, 1 URL (minimum)
    - 2 STAFF, 5 URL on Chaplain Corps Boards
  - Minority, Female, Active Duty

BOARD RECORDER WEEK

STARTS ONE WEEK PRIOR TO BOARD

- MANUAL REVIEWS *(DONE AS A COURTESY TO ELIGIBLE!)*
  - REGULAR FITREPS FOR THE LAST FIVE YEARS
  - **VERIFY AWARDS**
  - **CHECK THAT OSR/PSR ACCURATELY REFLECTS FITREP GRADES AND AWARDS**

YOUR PERFORMANCE IS UNKNOWN IF YOUR RECORD IS NOT UP TO DATE

BOARD CORRESPONDENCE
UP TO BOARD CONVENING DATE

- LETTER TO BOARD
- ADDRESSED TO BOARD PRESIDENT FROM ELIGIBLE OFFICER
  - MAY INCLUDE ANYTHING ELIGIBLE OFFICER FEELS SHOULD BE INCLUDED IN BOARD DELIBERATIONS
- NORMALLY USED TO FORWARD LETTERS OF RECOMMENDATION
- NO THIRD PARTY CORRESPONDENCE
- PAPER DOCUMENTS
  - VALIDATED BY APPROPRIATE NPC AUTHORITY

Correspondence

- Do’s and Don’ts
  - Do send missing Fitreps/Degrees/Awards/Recent IDT or MobilizationOrders
  - Do keep your letter brief and to the point
  - Don’t send every copy of AT Orders
  - Don’t send Travel Claims
  - A LTB with dozens or 100’s of pages doesn’t send a positive signal.
  - Remember it is your responsibility to keep your record up to date and accurate. Start 12 months out preparing.

CORRESPONDENCE

NEW PROCEDURES FOR BOARD CORRESPONDENCE
MAIL YOUR PACKAGE EARLY!!! Next Day or Express Mail does NOT guarantee that your package will make it to the board if you wait until the last minute to send it. Certified and registered mail are also not recommended as they add several days to a letter's processing time. Correspondence for a statutory promotion selection board MUST arrive by the board's convening date. Correspondence to ALL Statutory Promotion Selection Boards that start AFTER 1 January 2003, are to be mailed to the following NEW ADDRESS:

President, FY0X Reserve (Grade) (Competitive Category or Designator)
Promotion Selection Board
Board #xxx
Navy Personnel Command (NPC) Customer Service Center
5720 Integrity Drive
Millington TN 38055-0000

IMPORTANT: Reserve Officers need to also include their date of birth "yyyymmdd" so that the CSC can activate their personal page in the Stay Navy Web Site.
IF YOU INCLUDE AN EMAIL ADDRESS the NPC Customer Service Center will send you an electronic acknowledgement of receipt. You may also call the NPC Customer Service Center at 1-866-U ASK NPC
(1-866-827-5672) or DSN 882-5672 to confirm receipt of your package for Statutory Promotion Selection Boards. You may also contact the Customer Service Center online at www.StayNavy.Navy.mil and click
on the Customer Service Center link to check the status of your package.

FY06 O6 Line Members	DESIG	URL (11XX)	URL FTS (11X7)	EDO (14XX)	AEDO (151X)	AMDO (152X)	AMDO FTS (1527)	IP (160X)	CRYPT (161X)	MMR (162X)	INT (163X)	INT FTS (1637)	PAO (165X)	OCN (180X)	LDO (6XXX)
VADM DAVID L. BREWER, III	1110	P	P	P	P	P	P	P	P	P	P	P	P	P	P
RDML DAVID O. ANDERSON	1315	M	M	M	M	M	M	M	M	M	M	M	M	M	M
RDML FRANK F. RENNIE, IV	1115	M	M	M	M	M	M	M	M	M	M	M	M	M	M
RDML JAY A. DELOACH	1125	M	M	M	M	M	M	M	M	M	M	M	M	M	M
CAPT THOMAS W. UHL	1315	M	M	-	-	-	-	-	-	-	-	-	-	-	-
CAPT JULIUS S. CAESAR	1115	M	M	-	-	-	-	-	-	-	-	-	-	-	-
CAPT CAROL M. POTTENGER	1117	M	M	M	M	M	M	M	M	M	M	M	M	M	M
CAPT PAUL P. ROSS	1315	M	M	-	-	-	-	-	-	-	-	-	-	-	-
CAPT CHESTER J. SETO	1315	M	M	-	-	-	-	-	-	-	-	-	-	-	-
CAPT JOHN C. MARTIN	1115	M	M	-	-	-	-	-	-	-	-	-	-	-	-
CAPT JOHN R. JOLLIFFEE	1125	M	M	-	-	-	-	-	-	-	-	-	-	-	-
CAPT STANLEY P. HUDSON	1317	M	M	-	-	-	-	-	-	-	-	-	-	-	-
CAPT MARK J. PAWLAK	1325	M	M	-	-	-	-	-	-	-	-	-	-	-	-
CAPT ROBIN R. BRAUN	1315	M	M	-	-	-	-	-	-	-	-	-	-	-	-
CAPT LINDA T. GAINES	1105	M	M	-	-	-	-	-	-	-	-	-	-	-	-
CAPT PAUL L. BARRY	1135	M	M	-	-	-	-	-	-	-	-	-	-	-	-
CAPT LYNN A. MCCARTHY	1107	M	M	-	-	-	-	-	-	-	-	-	-	-	-
CAPT JOSEPH T. ARCANO	1445	-	-	M	-	-	-	-	-	-	-	-	-	-	-
CAPT JAMES F. BECKA	1445	-	-	M	-	-	-	-	-	-	-	-	-	-	-
RADM PAUL V. SHEBALIN	1445	-	-	M	-	-	-	-	-	-	-	-	-	-	-
CAPT JOHN C. GRACE	1505	-	-	-	M	M	M	-	-	-	-	-	-	-	-
CAPT JOSEPH R. BADICK	1505	-	-	-	M	M	M	-	-	-	-	-	-	-	-
CAPT BARBARA A. GERAGHTY	1600	-	-	-	-	-	-	M	-	-	-	-	-	-	-
CAPT SANDRA K. BROOKS	1610	-	-	-	-	-	-	-	M	-	-	-	-	-	-
RDML WILLIAM D. MASTERS	1615	-	-	-	-	-	-	-	M	-	-	-	-	-	-
CAPT STEVEN J. DELONG	1625	-	-	-	-	-	-	-	-	M	-	-	-	-	-
CAPT EUGENE M. DAWYDIAK	1675	-	-	-	-	-	-	-	-	M	-	-	-	-	-
CAPT TIMOTHY J. PARMENTIER	1635	-	-	-	-	-	-	-	-	-	M	M	-	-	-
CAPT TIMOTHY J. LOCKHART	1635	-	-	-	-	-	-	-	-	-	M	M	-	-	-
CAPT WARD T. WILSON	1635	-	-	-	-	-	-	-	-	-	M	M	-	-	-
CAPT DOUGLAS W. FENSKE	1637	-	-	-	-	-	-	-	-	-	M	M	-	-	-
RDML TERRY L. MCCREARY	1650	-	-	-	-	-	-	-	-	-	-	-	M	-	-
CAPT PHILIP A. GARCIA	1655	-	-	-	-	-	-	-	-	-	-	-	M	-	-
CAPT DAVID N. RIDLEY	1805	-	-	-	-	-	-	-	-	-	-	-	-	M	-
CAPT CHARLES R. KRUMHOLTZ	6455	-	-	-	-	-	-	-	-	-	-	-	-	-	M

Competitive Categories Line

UNRESTRICTED LINE	
Unrestricted Line	(110X/111X/112X/ 113X/ 114X/13XX)
RESTRICTED LINE	
Engineering Duty	(14XX)
Aerospace Engineering (Engineering)	(151X)
Aerospace Engineering (Maintenance)	(152X)
Information Professional	(160X)
Information Warfare	(161X)
Merchant Marine	(162X, 166X, 167X, 1695)
Intelligence	(163X)
Public Affairs	(165X)
Oceanography	(180X)
LIMITED DUTY	
Limited Duty (Line)	(61XX, 62XX, 63XX, 64XX)

Competitive Categories Staff

STAFF

Medical Corps	210X
Dental Corps	220X
Medical Service Corps	230X
Judge Advocate General Corps	250X
Nurse Corps	290X
Supply Corps	310X
Chaplain Corps	410X
Civil Engineer Corps	510X

LIMITED DUTY

Limited Duty (Staff)	65XX

FY-05 Reserve O6 Line Statistics	*Eligibles*						*Selects*		
DESIG	**Above Zone**	**In Zone**	**Totals**	**%to Select**	**Select Opp%**		**AZ**	**IZ**	**Total**
URL	605	470	**1075**	50%	235		15	168	**183**
11X5/13X5									
URL (TAR)	21	28	**49**	50%	14		2	12	**14**
11X7/13X7									
EDO	46	33	**79**	50%	17		8	9	**17**
1445 Engineering Duty Off									
AEDO	19	9	**28**	50%	5		2	3	**5**
1515 Aerospace Eng Duty Off									
AMDO	9	9	**18**	40%	4		1	3	**4**
1525 Aero Eng Duty Off (Maint)									
AMDO (TAR)	0	3	**3**	40%	1		0	1	**1**
1527 Aero Eng Duty Off (Maint TAR)									
CRYPTO	21	14	**35**	50%	7		1	4	**5**
1615 Cryptology Off									
MMR	34	33	**67**	50%	17		8	9	**17**
1625/1665/1675/1695 Merchant Marine									
INTEL	119	128	**247**	46%	59		5	54	**59**
1635 Intelligence Off									
INTEL (TAR)	2	4	**6**	50%	2		0	2	**2**
1637 Intelligence Off (TAR)									
PAO	13	6	**19**	75%	5		0	5	**5**
1655 Public Affairs Off									
OCEANO	4	5	**9**	50%	3		0	3	**3**
1805 Meteorology Off									
LDO	5	5	**10**	40%	2		0	2	**2**
65X5 -- *Limited Duty Officer (Staff)*									
TOTALS:	**898**	**747**	**1645**	**N/A**	**371**		**42**	**275**	**317**

PERFORMANCE SUMMARY RECORD

ANNOTATED TO IDENTIFY:

- SECNAV APPROVED RESIGNATIONS (Voluntary FTS ONLY)
- SECNAV APPROVED RETIREMENTS (Voluntary FTS ONLY)
- FICHE 5 NOW FIELD CODE 17
- LETTER TO BOARD
- ZONE (AZ, IZ)

Typical Board Flow

- Members report
  - Review Precept
  - Take Oaths
  - Recorders Admin remarks and briefings
- Members split into specific boards or panels
- Members review and grade records in boardrooms
- Members brief and vote records in tank
- Review, grade, brief and vote until number of tentative selects equal the number authorized.

EXIT

131

GRADING / VOTING CRITERIA

- BRIEFER ASSIGNS GRADE
  - 100 OR A ABSOLUTELY SELECT
  - 75 OR B PROBABLY SELECT
  - 50 OR C NOT SURE
  - 25 OR D PROBABLY NOT
  - 0 OR NO DO NOT SELECT

100
75
50
25
0
RESET

FULL RECORD REVIEW AND BRIEF

- RANDOM DISTRIBUTION TO ENSURE IMPARTIALITY
  - FIRST REVIEW RANDOM
  - SECOND REVIEW BY SAME DESIGNATOR IF NOT REVIEWED BY SAME DESIGNATOR FIRST
- MEMBERS BRIEF THEIR ASSIGNED RECORDS

SPECIAL CONSIDERATIONS

- ADVERSE PERSONAL KNOWLEDGE OF ELIGIBLE
  - NOT ADMISSIBLE IF NOT FOUND IN RECORD
- NO THIRD PARTY CORRESPONDENCE (Only if sent via eligible.)

VOTE TO TENTATIVELY SELECT

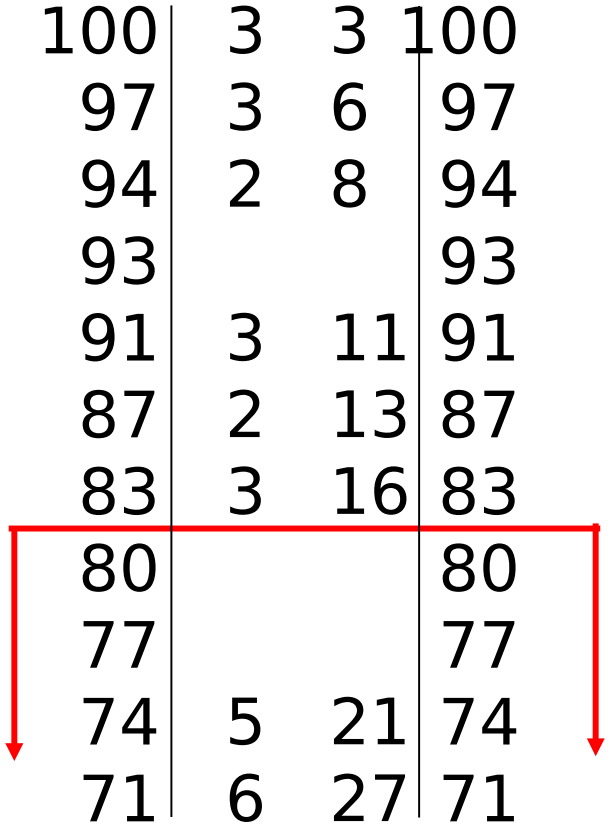
- FOLLOWS FULL REVIEW AND BRIEF OF ALL AZ / IZ
- SELECT TOP RECORDS
- DROP FROM FURTHER CONSIDERATION LOW SCORING RECORDS
- CRUNCH WHAT IS LEFT

SCATTERGRAM

100	3	3	100
97	3	6	97
94	2	8	94
93			93
91	3	11	91
87	2	13	87
83	3	16	83
80			80
77			77
74	5	21	74
71	6	27	71

To select 12

SCATTERGRAM



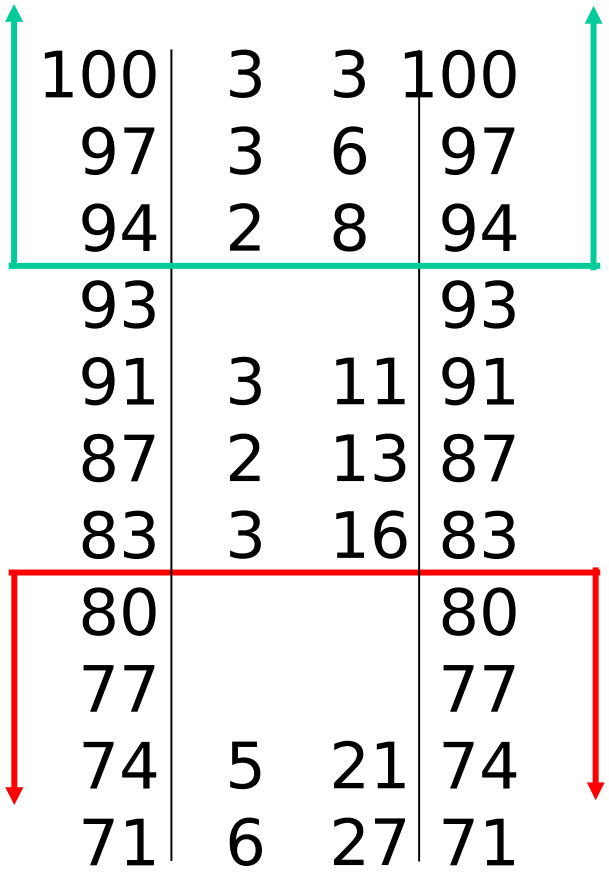
DFC

To select 12

SCATTERGRAM

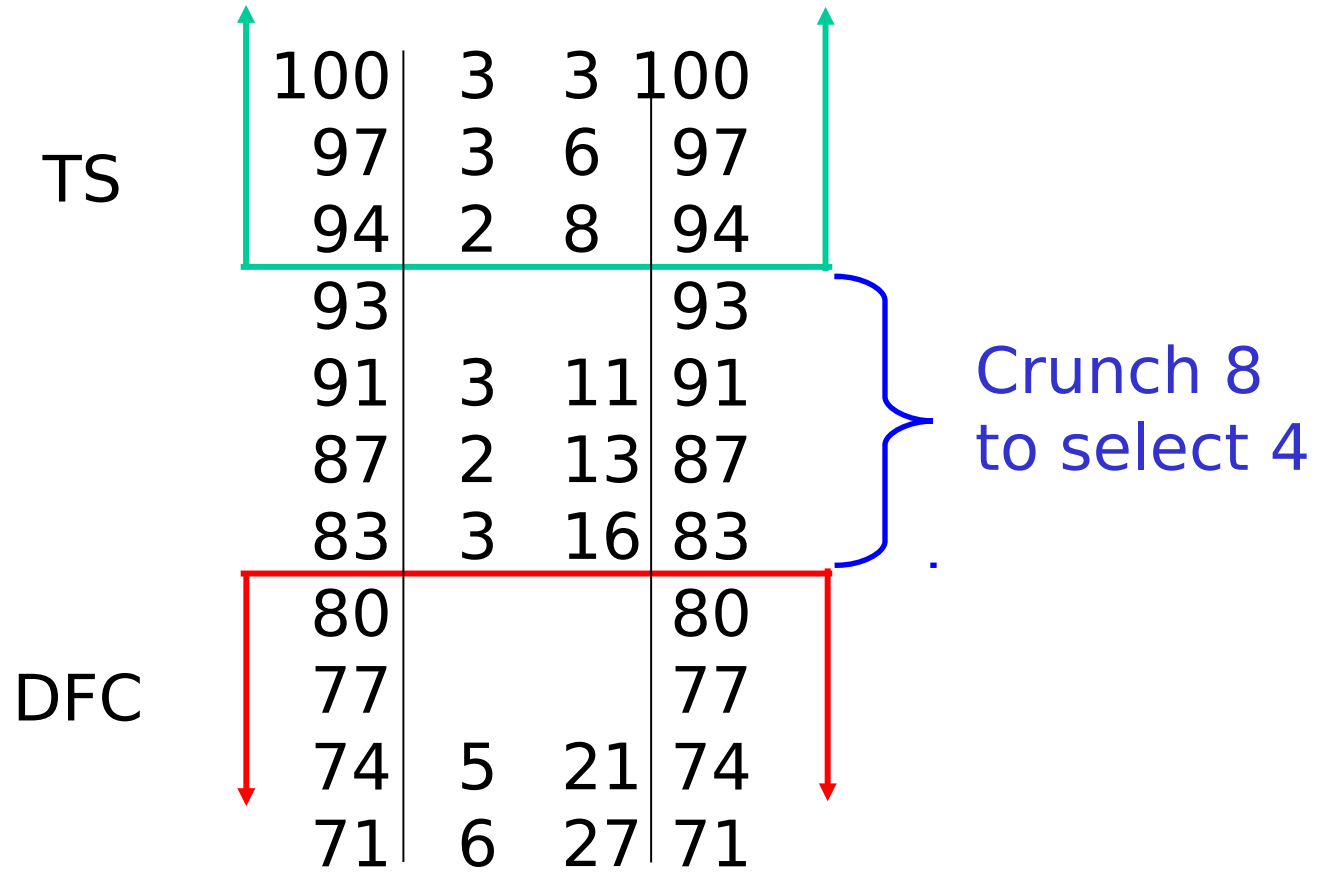
TS

DFC



To select 12

SCATTERGRAM



CALLOUT

- Usually conducted by the President and the Recorder
- Brief Chain of Command on board results
  - Usually conducted within 2 weeks following adjournment
  - SECNAV and CNP Involvement

Promotion Nomination Process

- CHIEF OF NAVAL PERSONNEL
- OFFICE OF JUDGE ADVOCATE GENERAL
- CNO / VCNO
- CJCS (O-4 and above)
- SECNAV
- SECDEF Select Message
- PRESIDENT OF US (POTUS)
- SENATE /SASC
- POTUS Promotion Message

Promotion Nomination Process

Stops in the chain	Reviewing official
CNP	PERS-8, PERS-83, PERS-8, PERS-00, CNPC, CNP
OJAG	Code 13, OJAG
CNO	CNO Legal, CNO
SECNAV	SECNAV Legal, SECNAV
JCS	Joint Chiefs of Staff (Active Duty 0-4 and above)
DOD	C&D, OEPM, General Counsel, R&A, MPP, FMP, P & R, SECDEF
POTUS	White House Military Office, POTUS
SENATE	Read into Record, SASC, Senate Confirmation (Active Duty 0-4 and above, Reserve 0-6 and above).

FAILURE OF SELECTION MILPERSMAN 1420-050

- Above and In Zone officers only
- Formal FOS Counseling is provided by your detailer when **requested**. For SELRES, request PERS-80 to perform.
- Applies to CWO3 - O6 Boards only

MAINTAINING YOUR RECORD

- Check for:
  - Regular FITREP Continuity
  - Awards
  - Education Information
  - Special Qualifications
- Order your OSR/PSR and Record
  - (901) 874-3416 DSN 882
  - P313@persnet.navy.mil

PROMOTION OBSERVATIONS

- PERFORMANCE IN COMPETITIVE JOBS IS THE NUMBER **ONE** INDICATOR
- HARD JOBS ARE BETTER
- FILLING IN THE BLOCKS OF OSR COVER PAGE IS VERY GOOD
  - ADDITIONAL QUALS
  - MASTERS DEGREE
  - SUBSPECIALITIES
- AVOID NOT OBSERVED FITREPS FOR LONG PERIODS

FITREP OBSERVATIONS

- WRITE YOUR FITREP FOR A BOARD MEMBER
- INCLUDE CAREER MILESTONES
  - AWARDS
  - DON’T USE JOB SPECIFIC LANGUAGE
- DON’T SEND MIXED SIGNALS

Recommendation for Promotion

Promotion Recommendation	NOB	Significant Problems	Progressing	Promotable	Must Promote	Early Promote
42. INDIVIDUAL	0	0	0	0	X	0
43. SUMMARY					2	

OR??

Promotion Recommendation	NOB	Significant Problems	Progressing	Promotable	Must Promote	Early Promote
42. INDIVIDUAL	0	0	0	0	1	X
43. SUMMARY						1

Written Comments (Block 41

A recent Reporting Senior wrote:

"Read this carefully…the rules force me to make him only a Must Promote. He is an Early Promote! He is rated against another O-X who I anticipate will be promoted. Joe's turn is next. Joe would truly be number one in any other setting."

Written Comments (Block 41

Opening:

“Ranked 1 of 10 hand picked active duty officers.”

Closing:

“He has my strongest endorsement and recommendation for aviation and major command. In addition, he has earned my strongest possible recommendation for accelerated promotion to captain now.”

FITREP DISCUSSION

- REPORTING SENIOR CUM
  - Combines all reports within pay grade
  - (Active, Reserve, Line, Staff)
- PERS-311
  - **(901) 874-4731**
  - **P33B@persnet.navy.mil**

When will I get promoted?

- Fiscal year starting monthly in October
- Estimates published on website
- Not official until name on monthly NAVADMIN (DOPMA/Recalls etc)
- O-4 through O-6
  - 5% of list monthly for first 8 months
  - 15% of list monthly for last 4 months
- O-3 - First of month two years after LTJG
- CWO-3/4 - First of month four years after 2 or 3

http://www.npc.navy.mil/channels

- Selection Boards/ Line or Staff/ Insignia
  - Eligibles Listing by Zone
  - Precept
  - Membership
  - Release Process (Updated only when change)
  - Select Message
  - Community Overview Statistics
  - Promotion/ Pay Increment Plan

WWW.BOL.NAVY.MIL

- LOGIN, ADVANCEMENTS, SELECTION BOARDS FOR PROMOTION/CONTINUATION
- PERSONAL ACCOUNTS
  - PRE-BOARD- CAN VIEW NAME, PACKAGE RECIEVED, AND ZONE
  - POST-BOARD- CAN VIEW SELECT STATUS WHEN ALNAV RELEASED
- COMMAND ACCOUNTS
  - ALL OF THE ABOVE PLUS SELECT STATUS 48 HOURS PRIOR TO ALNAV RELEASE

OFFICER PROMOTIONS CONTACT INFORMATION

- PERS-80
  - (901) 874-4526 DSN 882-4526
- Or link at *http://www.npc.navy.mil/channels*